



August 12, 2003  
Department of Education  
Federal Student Aid  
Steve Allison  
Contracting Officer's Representative

Subject: Contract # ED-99-DO-0002  
Task Order # 122 - Electronic Records Support  
Deliverable: EDM Goal Achievement Report for July 2003

Dear Mr. Allison:

Enclosed is the EDM Goal Achievement Report for July 2003 that is required by the subject task order. According to our agreement, FSA has 14 days from the signed receipt of this Report to review and provide comments or questions to Accenture. If the Report substantially meets the acceptance criteria, then the Report shall be approved for payment. If the Report contains material errors or omissions, then Accenture shall be notified in order to correct and resubmit the Report.

All comments and questions should be directed to Scott McConaghie at [scott.a.mcconaghie@accenture.com](mailto:scott.a.mcconaghie@accenture.com), with copies to [sheila.r.mcknight@accenture.com](mailto:sheila.r.mcknight@accenture.com) and [douglas.w.bailey@accenture.com](mailto:douglas.w.bailey@accenture.com) between now and close of business on August 26, 2003. Comments and questions are the responsibility of the individuals on the distribution list below.

Please acknowledge receipt of the Report by signing in the space provided below.

ACCENTURE LLP

ACKNOWLEDGE RECEIPT

By  
Scott McConaghie  
Manager  
202-962-0722

\_\_\_\_\_  
Signature  
Steve Allison  
August 12, 2003

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The EDM Goal Achievement Report for July 2003 has been reviewed and is recommended for acceptance.

\_\_\_\_\_  
Signature  
Steve Allison

\_\_\_\_\_  
Date

cc:  
Janet Scott  
Denise Merchant  
Kay Jacks  
Todd Elliott

## EDM Goal Achievement Report

To: Denise Merchant  
From: Scott A. McConaghie  
Date: August 12, 2003  
Subject: Contract # ED-99-DO-0002  
Task Order # 122- Electronic Records Support  
Deliverable: EDM Goal Achievement Report for July 2003.

This memo documents operational support goals and activities for the Electronic Records Support effort for the subject month:

System Availability for July 2003: 100%

Downtime Occurrences for July 2003: 0

Number of Pages Converted and Accessible to users within 7 days of pickup for July 2003: 64,408

Monthly Operational Support Price:

	Count for July	Unit Price	Price	Total To Date
Monthly System Operational Costs	N/A	N/A	<b>21,976.92</b>	185,810.13
Number of Pages Scanned and Accessible	64,408	0.2130	<b>13,718.90</b>	89,525.59
Number of Courier Trips	5	180.00	<b>900.00</b>	5,155.00
Number of Boxes Retrieved from Storage	7	44.44	<b>311.08</b>	1,194.44
Total Monthly Operational Support Price			<b>36,906.90</b>	281,685.16

If there are any questions regarding this information, please contact me at 202-962-0722.

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The EDM Goal Achievement Report for July has been formally reviewed and all FSA deliverable comments (if any) have been satisfactorily incorporated. Please ACKNOWLEDGE ACCEPTANCE of the Report by signing in the space provided below.

\_\_\_\_\_  
Signature  
Denise Merchant

\_\_\_\_\_  
Date